

**CITY OF FORT WORTH  
CONTRACT RENEWAL NOTICE**

September 22, 2020

Petroleum Traders Corporation  
Attention: Gayle Newton  
7120 Pointe Inverness Way  
P.O. Box 2357  
Fort Wayne, IN 46801-2357

**Re: Contract Renewal Notice**  
Contract No. CSC No. 53318 (the "Contract")  
Renewal Term No. 1: January 1, 2021 to December 31, 2021

The above referenced Contract with the City of Fort Worth expires on December 31, 2020 (the "Expiration Date"). Under the terms of the Contract, the Contract may be renewed under the same terms and conditions. This letter is to inform you that the City wishing to renew the Contract for an additional one (1) year period, which will begin immediately after the Expiration Date. All other terms and conditions of the Contract remain will remain unchanged. **If you agree to renew the Contract, please sign the signature page following this Contract Renewal Notice letter, along with a copy of your current insurance certificate, to the address set forth below.**

Please log onto PeopleSoft Purchasing at <http://fortworthtexas.gov/purchasing> to insure that your company information is correct and up-to-date.

If you have any questions concerning this Contract Renewal Notice, please contact me at the telephone number listed below.

Sincerely,

*Denise Garcia*

City of Fort Worth, Property Management Department  
Denise Garcia  
Contract Services Administrator  
(817) 392-6787

*(Signature Page Follows)*

ACCEPTED AND AGREED:

<p><b>CITY OF FORT WORTH</b></p> <p>By: <u><i>Dana Burghdoff</i></u> <small>Dana Burghdoff (Oct 2, 2020 14:44 CDT)</small></p> <p>Name: Dana Burghdoff Title: Assistant City Manager</p> <p><b>APPROVAL RECOMMENDED:</b></p> <p>By: <u><i>Steve Cooke</i></u> <small>Steve Cooke (Sep 29, 2020 16:49 CDT)</small></p> <p>Name: Steve Cooke Title: Property Management Director</p> <p><b>ATTEST:</b></p> <p>By: <u><i>for Ronald P. Gonzales</i></u> <small>for Ronald P. Gonzales (Oct 2, 2020 15:01 CDT)</small></p> <p>Name: Mary Kayser Title: City Secretary</p>	<p><b>CONTRACT COMPLIANCE MANAGER:</b> By signing I acknowledge that I am the person responsible for the monitoring and administration of this contract, including ensuring all performance and reporting requirements.</p> <p>By: <u><i>Randy Rendon</i></u></p> <p>Name: Randy Rendon Title: Fuel Service Manager</p> <p><b>APPROVED AS TO FORM AND LEGALITY:</b></p> <p>By: <u><i>Christopher Austria</i></u> <small>Christopher Austria (Sep 30, 2020 12:36 CDT)</small></p> <p>Name: Christopher Austria Title: Assistant City Attorney</p> <p><b>CONTRACT AUTHORIZATION:</b> M&amp;C: 19-0413 Date Approved: 12/17/2019</p> <p>Form 1295 Certification No.: 2019-558791</p>
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*Petroleum Traders Corporation*

By: *Gayle Newton*

Name: Gayle Newton

Title: Contract Sales Manager





